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1 June 1972

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Office of Training Report for the Week
22-26 May**

I. Courses

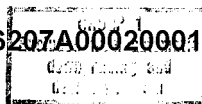
a. First reactions to the seminar on Economic Intelligence which was held in the Auditorium on Tuesday morning indicate an extremely successful program. There were about 320 employees for the three hours, including several representatives from the [redacted] office of the [redacted]. We now have to review the responses to the two questions asked of those who attended to determine topics that may be useful to develop as future seminars and to get a reading on the professional value of a program of this kind.

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b. The schedule for the two-day JCS/DIA Orientation (6 and 7 June) has been sent to the Agency speakers. The program is being held in 1A 07 Headquarters building. We are counting on 60 guests since each of the two groups has responded to our recommended quota of 30 principals and 25 alternates.

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c. The USSR Country Survey benefited on Tuesday of last week from a presentation on Soviet life made by [REDACTED] of the 25X1A SB Division and [REDACTED] in the late sixties. (Joe came into the Agency in 1956 as a JOT.) His talk was non-operational and was well-received—and rather exciting for the members of the class to hear it from an employee who had been on the scene. A valuable addition to the course.

STATSPEC d. Negotiations are underway to set up a program on area studies for editors [REDACTED]. The editors are considered functional specialists who are rotated readily from one area to another and orientations on China, the USSR, the Middle East, and possibly Latin America are needed to enhance their ability to perform effectively. Tight staffing makes full-time training impractical; our proposed reading-tutorial program may be a solution. This would involve sets of readings prepared by OTR for study by the editors, later to be the takeoff for discussions led by an OTR instructor. Branch STATSPEC Chiefs [REDACTED] have the proposal under consideration.

2. Language Report

The Government Accounting Office has sent the Language School a draft of its report on its study of the foreign language training activities of the Federal government. The study is critical of progress made in raising the competence of foreign service personnel in language-essential positions. The staff of the School has not had sufficient time to revise

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the report fully but has concluded that the study is of interest to the members of the Language Development Committee and the Legislative Counsel since the final report may precipitate legislation which will affect the federal language training community and agencies that have personnel going to, and stationed at overseas posts.

3. Notes

Preparation of the overseas edition of the OTR Catalogue continues. The proposed copy is to be reviewed by the CI Staff after which final copy will be forwarded for printing. The texts will be sent to the SSA/DDS for transfer through the CS to overseas stations.... The

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[REDACTED] ... One summer employee reported this week. ... The Federal Executive Institute has been notified of the planned attendance of

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[REDACTED]
Deputy Director for Plans and Control, OP at the Seminar on Managing for Productivity in Government. The seminar is scheduled for the week of 16 July.

4. Briefings

On Wednesday, 24 May, we began the weekly series of briefings for new summer employees as part of the program sponsored by the Office of Personnel. The program, consisting of a one-hour presentation on

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Intelligence and the CIA and a two-hour briefing by the Office of Security will run a total of six weeks and will be given for those summer employees coming on board for the first time. There were fifteen employees in the first session. There were eight in the second session held yesterday.

5. Guest Speakers

Attached is a list of high-level guests who will participate in OTR's programs to be conducted during the week beginning 4 June.



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HUGH T. CUNNINGHAM
Director of Training

Att

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